

# INVITATION LETTER TO CHINA (CONT'D)

**DEADLINE: 04 FEBRUARY 2010**

<b>Please return form to:</b>  <b>Orient Explorer China</b> 1212# No.165 CaoXi Road, Xuhui District, Shanghai 200235 / P.R.China Tel.: +86 (0)21-5109 9795 Fax: +86 (0)21-6464 4008 eMail: <a href="mailto:info@orient-explorer.com.cn">info@orient-explorer.com.cn</a> Contact Person: Ms. Wendy Wei	Company:	
	Address:	
	Tel:	Fax:
	Email:	
	Authorised by:	
	Signature:	Date:
	Hall / Booth No.:	

All foreigners must obtain an entry visa before proceeding to China. The applicants are strongly recommended to process the application, **latest one month before departure from the country of origin.**

All the applicants for Business visas are required to have an **Invitation Letter from the Chinese authority.** The organizers will co-ordinate and forward the information of the application to the Chinese authorities for issuing the Invitation Letter which will be ready within 7 days and 3 days accelerated letter for and presented to your company by fax or express mail. Upon receipt of this visa authorisation, the applicant is required to present his/her passport, a recent photograph, a completed visa application form (available from local Chinese Embassy) and forward to the local Chinese Embassy or Consulate for completion of the formalities.

Surname: \_\_\_\_\_ First Name: \_\_\_\_\_  
 Sex: \_\_\_\_\_ Nationality: \_\_\_\_\_ Place & Date of Birth: \_\_\_\_\_  
 Passport No: \_\_\_\_\_ Destination: \_\_\_\_\_  
 Entry China Date: \_\_\_\_\_ Exit China Date: \_\_\_\_\_  
 Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Contact Email: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Position: \_\_\_\_\_  
 Place Desired to Get Visa: \_\_\_\_\_  
 Have you been to China? If yes, please write down the date(dd/mm/yy) \_\_\_\_\_

Please send the invitation letter by:  Fax  Email

\*All the visa invitation letter will only be processed with full payment of the application fee.

**Charges:**  30US\$/person for normal invitation letter  50US\$/person for accelerated invitation letter

**PAYMENT BY CREDIT CARD**

I hereby agree to debit my card (details as follows) for all the above travel services booked by me:

Visa Card  MasterCard  AMEX

Name of Credit Cardholder: \_\_\_\_\_ Expiry Date (mm/yy): \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ CVV code \_\_\_\_\_ Cardholder's Signature: \_\_\_\_\_

**Please scan & email or fax the both side of your credit card copy to us for verification.**

**Procedures:**

1. Please make enough copies for each applicant and return the typewritten form to the above mentioned address before the deadline.
2. Please submit the application form together with necessary documents (passport copy, entry record to China, etc.) according to the procedure / policy.
3. Once approved, Orient Explorer China will send you an invitation letter via fax.
4. If the original invitation letter is required by the Chinese embassy/consulate in your country, a courier fee will occur because the original invitation letter is sent by express mail.
5. Please take this invitation letter together with your passport to your embassy or consulate to apply visa.
6. Your embassy or consulate may have an additional charge for their paperwork.

**Attention:**

Please be reminded that all applicants' passports must be valid for at least **SIX MONTHS** beyond the intended date to enter China or any other destination.